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10 DEC 1984

MEMORANDUM FOR:

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FROM:

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SUBJECT: Update on Excellence

1. [ ] has been a leader in the Agency's Excellence Program. Some time has passed since the Director has received an update on Excellence activities in [ ]. By 15 January 1985, please provide [ ] Planning Officer, with Excellence items accomplished by your component from August 1984 through the end of the calendar year. Also note any plans you may have for Excellence items in 1985.

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2. Let's maintain our leadership and sustain the momentum for Excellence that we've already established.

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